



Neskowin Regional Water District

PO Box 823

Neskowin, OR 97149

Phone: (503)392-3966

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Web: www.neskowinwater.com

MINUTES

**THE NESKOWIN REGIONAL WATER DISTRICT (NRWD)
BOARD OF COMMISSIONERS REGULAR MEETING
AUGUST 26, 2021**

Commissioners Present: Frank DeMars, John Metschan and Brenda Freshman

Commissioners Absent: Steve Rubert and Gary Dunn

Staff Present: Troy Trute and Joy Neufeld

Public Present: Guy Sievert and Alex Sifford

CALL TO ORDER: (00:01:00)

1. John Metschan called the regular Board meeting to order at 1:30:00 pm. This meeting was hosted by Zoom Meetings remotely.

REVIEW MINUTES: (00:01:04)

1. The Board reviewed the draft minutes from the regular Board Meeting on July 29th, 2021. ****Motion****: Frank DeMars moved to accept the minutes as revised. John Metschan seconded the motion, which passed unanimously.

OPERATORS REPORT: (00:03:42)

1. Troy stated that the plant was running well
2. Troy stated that Hawk Creek's water flow over the first weir at the water plant is 3.145 cubic feet per second.
3. Troy stated Both Bac-T results were "absent" (non-detected).
4. Troy said that there was a Dickerson Well Drilling issue concerning their use of our system.
5. Troy said the staff is currently replacing meters in the Core Area of Neskowin.
6. Troy said Tillamook County Public Works Department wants to charge the NRWD in order to temporarily move the District's water main while they work on the emergency egress road. The County's estimated cost is \$27,000.00. Troy said that he has contacted the District's attorney Heather Reynolds concerning this matter and is waiting for information from her on Monday. Troy said that the District might be able to come up with a cheaper alternative.

FINANCIAL REPORT: (00:10:48)

1. Troy went over the financial reports for the end of July, 2021.

BILLS TO BE PAID: (00:18:55)

Troy presented the bills to be paid.

1. ****Motion****: Frank Demars moved to pay all the bills as presented. John Metschan seconded the motion, which passed unanimously. The last check number was 13578.



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OLD BUSINESS:

1. BOARD WORK PLAN TASKS: (00:19:13)

1.1. 4th Quarter 2020-2021 Tasks:

1.1.1. Board Work Plan (01:19:30)

1.1.1.1. ****Motion****: John Metschan moved to approve the 2021-2022 Board Work Plan as presented. Brenda Freshman seconded the motion, which passed unanimously.

1.1.2. Review the “Red Flag” Rule: (00:21:23)

1.1.2.1. Troy said that he reviewed the District’s policies pertaining to the “Red Flag” rule and since the District does not keep customer’s credit data, the District is in compliance with the “Red Flag” Rule.

2. WATERSHED LAND PURCHASE: (00:22:40)

2.1. John welcomed Alex Sifford and Guy Sievert to the meeting. John said he didn’t think the Board needed to go into an executive session as the Board was setting a context for a conservation fund and not actually discussing the transaction amounts that are being considered.

2.2. Alex discussed the memo that he sent to Troy. Alex said the he and Guy Sievert are in continued discussions with the North Coast Land Conservatory asking for their assistance with the District purchasing the watershed land.

2.3. Alex said they are hoping to get a representative from the North Coast Land Conservatory out on site to look at the smaller parcels of watershed land in October. Troy will also be on site and Alex said that any of the Board Members may join if they are interested. Troy has already received permission from two of the watershed land owners to view the land.

2.4. Alex, Guy and Troy will follow up with letters to all the small woodlot owners requesting permission for the District to do title searches and evaluations of their watershed properties.

2.5. Guy Sievert said that one option could be that the North Coast Land Conservatory purchase the watershed land themselves, hold it, look for grants or gifts to pay for the land, and then gift it back to the Water District. If they purchase the land, they are classified as a 501C and they could receive gifts to help pay for the land. This is something the Water District cannot do.

2.6. Guy said at a minimum the North Coast Land Conservatory could act as an advisor and help facilitate the appraisal and purchase of the watershed land.

2.7. Guy said that it is important that the District come up with a fair and honest appraisal the District can stand behind.



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- 2.8. Brenda said with the Boards approval, she would contact the larger watershed land manager to discuss the District purchasing their land.
 - 2.9. Guy requested that Brenda discuss her strategy with him and Alex prior to approaching the managers of the larger watershed land.
 - 2.10. Frank DeMars expressed his concern of the District's ability to manage the watershed land after the District purchases it.
 - 2.11. Troy and Alex discussed different options available to the District for forest/land management.
 - 2.12. John and the Board thanked Alex and Guy. Guy said Troy has been not only supportive and helpful but that Troy really believes in the Board's desire to protect the District's drinking water.
 - 2.13. Brenda asked Guy and Alex if the District should create a new fund for watershed acquisition. Guy and Alex suggested waiting on creating a new fund for the watershed acquisition until they meet with North Coast Land Conservatory.
 - 2.14. Brenda asked Guy and Alex what the Board could expect to happen concerning land acquisition by the next Board meeting.
 - 2.15. Alex said that at least one but possibly two title reports. Alex said that he and Guy have a zoom meeting scheduled with the North Coast Land Conservatory staff and or their consulting forester, and will have scheduled a date for an onsite visit in October as well. Brenda said she would like to be part of the zoom meeting if possible. Troy said that he will be contracting for the two title searches soon.
 - 2.16. John, the Board and staff thanked Alex and Guy.
- 3. EMERGENCY MANAGEMENT FUNDING: (00:55:11)**
- 3.1. Frank said that he was going to attend a SDAO Risk Management course in Cottage Grove in October and that after that he might have a better picture of what the District needs to do.
 - 3.2. Brenda said that she noticed that the review of the Emergency Response Plan is in the second quarter of the Annual Board Work Plan and she asked what that entails.
 - 3.3. Troy said that usually the Board asks for volunteers to help the General Manager review the current Emergency Response Plan. Troy said that there is a lot of work to do this year on the confidential Emergency Response Plan. Last year the Board created a Public Emergency Response Plan so the District could share it with public on the District's website.
 - 3.4. Brenda suggested Frank read over the Emergency Response Plan before he goes to the SDAO Risk Management course in Cottage Grove.
 - 3.5. Frank suggested Joy email Brenda the SDAO Risk Management course information. Brenda said she would prefer to attend an online course.
 - 3.6. Brenda, Troy and the Board suggested discussing Gary's email about emergency management funding with Gary at the next Board meeting.



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NEW BUSINESS: (01:04:10)

1. CUSTOMER RELATIONS: (01:04:12)

1.1. Brenda said a customer called her and wrote a letter of complaint. Brenda said that since the topic concerns employee management the Board should discuss this topic in executive session to review some of the customer's comments and Troy's thoughts. This executive session could take place at the next Board meeting. She said she is hoping that Steve and Gary will be at next Board meeting as well.

1.2. As Frank and John said they have not been sent the customer's letter, Brenda said the other Board members need to review the customer's letter before it is discussed.

1.3. John suggested in order to review this topic the District should get together as many Board members as possible.

1.4. Brenda said that she would share letter from the customer with the rest of the Board members in the appropriate way.

2. FUTURE MEETING DATES: (01:09:16) The next NRWD Regular Board meeting will be on Thursday, September 23rd, 2021 at 1:00 pm. Subsequent NRWD Board meetings are tentatively set for Thursday, October 28, 2021 at 1:00 pm and Thursday, November 18, 2021 at 1:00 pm.

ADJOURNMENT: (01:11:01)

There being no further business, the meeting was adjourned at 2:41:01 pm. ****Motion****: Frank DeMars moved to adjourn this Board meeting. John Metschan seconded the motion, which passed unanimously.

Respectfully submitted,

Joy Neufeld

Recording Secretary, Neskowin Regional Water District

Steve Rubert, President

Gary Dunn, Secretary